

RIGHT TO REPRESENTATION

I have been informed that I have the right to have a representative at any stage of the EEO complaint process, including the counseling stage. The representative may accompany, advise, and represent me. I must indicate if my representative is an attorney.

I understand that the EEO counselor is not a representative, either of me or the agency.

I understand that the Equal Employment Opportunity Commission, in Management Directive 110, Federal Sector Processing Manual, does not permit certain EEO officials to serve as a representative.

I understand that the agency may disqualify a representative where there would be a conflict with the official or collateral duties of the representative.

I understand that employees of the agency may serve as my representative, but also that they may decline to serve for whatever reason they choose.

☐ *I do request representation.*

☐ *I do not request representation.*

Aggrieved Person

Date Signed

Representative

Date Signed

EEO Counselor

Date Signed

